

DEPARTMENT OF WORKFORCE DEVELOPMENT
DIVISION OF WORKFORCE SOLUTIONS
ADMINISTRATOR'S MEMO SERIES

NOTICE 01-17

DATE: 09/25/2001

DISPOSAL DATE: 12/31/02

RE: CALENDAR YEAR 2002
STATE AND COUNTY
INCOME MAINTENANCE
CONTRACT - MODEL

To: County Department of Social Services Directors
County Human Services Department Directors

From:	Eric Baker /s/ Administrator Division of Workforce Solutions	Peggy L. Handrich /s/ Administrator Division of Health Care Financing
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I am pleased to share a copy of the model CY 2002 State/County Income Maintenance Contract that has been negotiated with local agencies. We will be sending final contracts out no later than October 15, 2001, for your signature. (Tribal Child Support Contracts have an October 1, 2001, start date and have already been issued.)

Staff members from both Departments and representatives of local agencies have participated in a series of meetings and conference calls which have been very productive. As a result of those discussions, several important changes are being made to the Income Maintenance contract for Calendar Year (CY) 2002. I want to thank all of the people involved in the development of this model contract, and in particular the local agency representatives for their time and expertise.

Following is a summary of the changes to the CY 2002 Income Maintenance contract:

General comments – Calendar year dates were updated as were statutory and federal references throughout the document. Sections have been renumbered as needed due to the addition or deletion of information. The Division of Economic Support (DES) has been changed throughout the document to Division of Workforce Solutions (DWS). Obsolete language was removed.

Removal of Child Care related provisions - Child Care provisions (including Administration and Operations and Safe Child) will be included in a separate contract between the Department of Workforce Development and the counties.

Definitions – Changed 1.10 to reflect that Department's policies will be listed on the web rather than attached to the contract. Added definition for IM Programs; updated definitions for IM Cases and W-2 Cases.

Customer Satisfaction – Created a new section (4.2) to address customer satisfaction and the requirement for a Customer Service Plan. Agencies can coordinate their customer service activities with those of other programs (e.g. W-2) for efficiency.

Allocation Adjustment - Created a new section (8.8) to address the concept of full utilization of the Income Maintenance funding. Currently, there are some agencies that do not fully spend their Income Maintenance Administrative Allocation (IMAA) and there are some agencies that spend more than their IMAA and have to use county tax levy. The goal of this section is to have a process developed jointly by the Departments and the counties through the Income Maintenance Advisory Committee (IMAC) to assure that all IMAA funds are used for the program. To accomplish that goal the Departments will review expenditure patterns of IM Agencies prior to the end of the contract year and project expenditures, will share the projections and any proposed deobligations with IM Agencies, and will allow IM Agencies to provide documentation for the Departments' consideration which may change the amount of the proposed deobligation. Any deobligation under this provision will not reduce the allocation for 2003. Details of this adjustment process will be developed by the Departments and the IMAC jointly.

Enhanced Federal Funding – Created a new section (8.9) to reflect the commitment to work with the IM Agencies through IMAC to develop options for use of federal enhanced funding for the Food Stamp program, in the event Wisconsin qualifies for enhanced funding. Note: At this time, Wisconsin does not qualify for enhanced federal funding.

Disputes – Amended this section to clarify the time frames for response from the Chief Legal Counsel for complaints.

Agency Preventable Errors – The multiplier was updated for the 2002 contract; going down from 80 to 76. In addition, the section was amended to clarify that an IM Agency subject to an Agency Preventable Error penalty will receive written notice from the Department prior to the payment adjustment being processed.

Change in Appendix F Program Administration – Section 1.6 of Appendix F describes Medicaid Health Insurance Information Reporting. Effective July 1, 2001, there are no longer funds being budgeted for this activity so the section will be removed from the 2002 Contract.

Thanks again to the county participants for the contribution of their time and talents to the negotiation of the 2002 contract.

If you have any questions, feel free to contact:

REGIONAL OFFICE CONTACT: Area Administrator

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